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PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, September 6, 2018 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware
MINUTES FOR APPROVAL:	

MEMBERS PRESENT

Michael Rushe, Kent County, Public Member, Chairperson
Barbara Brodoway, New Castle County, Public Member, Vice-Chairperson
Judy Dean, Sussex County, Professional Member
Debbie Oberdorf, Kent County, Professional Member
Juli Giles, New Castle County, Professional Member
Sal Sedita, Sussex County, Professional Member
Maggie Scarborough, Kent County, Professional Member

MEMBERS ABSENT

Chrissy Steele, Sussex County, Professional Member
Denise Tatman, Sussex County, Public Member

DIVISION STAFF

Mary Melvin, Administrative Specialist II
Alison Warren, Administrative Assistant III
Devashree Singh, Executive Director

OTHERS PRESENT

There were no public members present

CALL TO ORDER

Mr. Rushe called the meeting to order at 9:44 a.m.

REVIEW OF MINUTES

The Committee reviewed the minutes from the August 2, 2018 meeting. Ms. Brodoway moved, seconded by Ms. Scarborough, to approve the August minutes as written. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

The committee reviewed and approved the tabled Instructor application for Roberta Jones as previously approved:

Broker's-Financing
 Broker's-Investment
 Broker's-Mathematics
 CE-Mod 7 (Electives)
 Pre-Licensing Mathematics

Mr. Rushe made a motion, seconded by Ms. Dean to ratify courses for Sussex County Association of REALTORS as followed:

Continuing Education -Understanding the Back Office: Management of Real Estate Brokerage Operations
 Module(s):4 Credit Hours: 3

Continuing Education -Legislative Update: National Issues: Chesapeake Watershed, FEMA Changes & Local
 Module(s):5 Credit Hours: 3

Newly Licensed Module: Buyer Representation
 Module(s):2 Credit Hours: 3

Newly Licensed Module: Seller Representation
 Module(s):3 Credit Hours: 3

Newly Licensed Module: Real Estate Professionalism
 Module(s):4 Credit Hours: 3

Continuing Education Module: Real Estate Documents
 Module(s):3 Credit Hours: 3

Continuing Education Module: Office Management
 Module(s):4
 Credit Hours: 3

Continuing Education Module: Legislative Issues
 Module(s):5
 Credit Hours: 3

Continuing Education Module: Short Sale, Pre-Foreclosure & Distressed Property
 Module(s):6 & 7
 Credit Hours: 3

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Continuing Education Module: Short Sale, Pre-Foreclosure & Distressed Property
Module(s):6
Credit Hours: 3

Continuing Education Module: Investing in Commercial Real Estate
Module(s):6
Credit Hours: 3

Continuing Education Module: Technology for Listing Agents
Module(s):7
Credit Hours: 3

Continuing Education Module: Selling HUD Homes: Making it Easy!
Module(s):6 & 7
Credit Hours: 3

By unanimous vote, the motion carried.

NEW BUSINESS

Updates from Commission

There was no update from the Commission at this time.

Review of Course Provider Application(s)

Ms. Giles moved, seconded by Ms. Brodoway, to recommend approval, contingent approval, denial, or tabling of the following course provider applications as noted below. By unanimous vote, the motion carried.

McKissock, LLC. **Approved**

Smart Home Technology-2
Hours
Module(s): 7
Credit Hours: 2

The CE Shop, Inc. **Approved**

Commercial Ethics
Module(s):7
Credit Hours: 3

Generation Buy

Module(s):7 Credit Hours: 3

Military Relocation Professional Certificate

Module(s):7
Credit Hours: 6

Association of Realtors School **Approved**

ePRO Certification Module(s):5 Credit Hours: 7

Coldwell Banker Resort Realty **Approved**

Deep Dive into NAR's Code of Ethics

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Module(s):2 Credit Hours: 3

Jack Lingo, Inc., REALTOR **Approved**

Agency and Fair Housing

Module(s):1

Credit Hours: 3

Risk Management

Module(s):4

Credit Hours: 3

Real Estate "Jeopardy" Real Estate Document and Real Estate Practices

Module(s):3 & 6

Credit Hours: 3

Hope Realty Institute of Delaware **Approved**

Pre-licensing and Orientation as course provider must identify another person to instruct courses.

Review of Instructor Applications

Ms. Giles moved, seconded by Ms. Dean, to recommend approval, contingent approval, denial, or tabling, of the following instructor applications as noted below. By unanimous vote, the motion carried.

William Lublin - New Application-**Approved**

Diane Disbrow- Renewal-**Approved**

Luciana Parker- New Application-**Approved Module: 7 Only**

Collena Hope-New Application- **Approved Module: 7 Orientation Only**

Thomas Carney-New Application- **Denied – Pre-licensing Real Estate Sales for lack of teaching experience, Guideline 10.1.2; Approved for Modules: 1, 3 & 5**

Susan Niziolek-Renewal-**Approved for Brokers Mathematics & Real Estate Mathematics**

Collena Hope-New Application- **Denied – Pre-licensing Real Estate Sales for lack of teaching experience, Guideline 10.1.2; Approved - Pre-licensing Orientation**

Review of Student Request for CE Approval

Katherine Marshall

GRI 101: Fair Housing, Professional Standards and Real Estate Law

Module(s):1, 2 & 5

CORRESPONDENCE

There was no correspondence for the Committee to review or discuss.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

There was no other business before the board.

PUBLIC COMMENT

There was no public comment.

NEXT SCHEDULED MEETING

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The next meeting will be held on Thursday, October 3, 2018 at 9:00 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Ms. Scarborough moved, seconded by Ms. Dean to adjourn the meeting. By unanimous vote, the motion carried. The meeting adjourned at 11:14 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mary Melvin".

Mary Melvin Administrative Specialist II

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentation.